

OFFICE OF THE GENERAL COUNSEL

MEMORANDUM GC 95-11

June 21, 1995

TO: All Regional Directors, Officers-in-Charge and
Resident Officers

FROM: Fred Feinstein, General Counsel

SUBJECT: Information Provided to the FMCS Upon Issuance of
Certification of Representative

On February 1, 1995 in OM 95-11 we asked you to send copies of each Certification of Representative that you issue to the local office of the Federal Mediation and Conciliation Service. You also were requested to include the telephone number and fax number of the parties, if available. The FMCS has informed us that it would be more useful if Regions sent this information **directly** to the Washington, DC headquarters of FMCS instead of the local FMCS office. The material should be addressed as follows:

Federal Mediation and Conciliation Service
Mediation Information Services
Notice Processing
2100 K Street, NW
Washington, DC 20427

Further, FMCS would appreciate if you could also include the addresses of the parties in addition to the telephone and fax numbers of the parties.

Finally, the Dunlop Commission through the Department of Labor has requested that additional information be provided to FMCS. Specifically, this includes the filing date of the petition, the bargaining unit size and the case numbers of all related unfair labor practice charges filed during the period the petition was pending in the Region.¹ The attached transmittal form will assist you in complying with these requests. It is suggested that it be completed by the Board agent immediately upon his/her return from an election in which a majority

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¹ The bargaining unit size would be obtained from the "Approximate Number of Eligible Voters" on the Tally of Ballots and the case numbers of ULP cases would be obtained from the list of pending cases on the "Assignment, Prior Case and Service Sheet" or the Regional variation of this form. See Section 12102.6 of the National Labor Relations Board Regional Office Clerical Procedures.

of votes cast were for a labor organization. However, the form would be forwarded to FMCS later along with the Certification of Representative.

We recognize that this requires additional work in the Regions. However, by providing this information to FMCS, you expedite FMCS's efforts in assisting the parties negotiate initial collective-bargaining agreements. Further, the public will become aware that FOIA requests for much information concerning initial contracts following NLRB certifications would be more appropriately made to FMCS rather than to your Regional Office or NLRB Headquarters.

F. F.

cc: NLRBU

TRANSMITTAL MEMORANDUM

MEMORANDUM GC 95-11

To: Federal Mediation Service
Mediation Information Services
Notice Processing

From:

Date:

Subject: Initial Certification of Representative and Related Information

Attached hereto is a Certification of Representative which recently issued by this office. As requested, additional information related to this certification is as follows:

1. Filing Date of Petition _____
2. Size of Bargaining Unit _____
(Eligible Voters on Tally of Ballots.)
3. Case numbers of all open related ULP cases during the period that the R case was pending:
4. Names, Addresses and Telephone Numbers of Parties:
(Include Fax numbers if available)